



Officers

DEBRA GEORGE
President

VICTORIA MILLER
Vice President

MARK LEVINSON
Secretary

PATRICIA BATES
Treasurer

GLENN BAILEY
Sergeant at Arms

NOTICE AND AGENDA
ENCINO NEIGHBORHOOD COUNCIL
EXECUTIVE COMMITTEE SPECIAL MEETING

Tuesday June 20, 2017 @7:00PM

Encino Women's Club Kitchen
4924 Paso Robles Ave., Encino CA 91316

Motion, Discussion, and Vote may be taken on all items

- 1. Call to Order. Roll call; determination of quorum.**
- 2. Approval of April Executive Committee meeting minutes.**
- 3. Officer's Reports:**
 - A. President's Report
 1. Burbank Blvd Clean Up
 2. Gale Greenberg, Safe Sidewalks LA scheduled for June 28th Board meeting
 - B. Vice-President's Report
 1. Committee Chairs and Membership
 2. Outreach Committee Activities
 - C. Secretary's Report
 1. Review of General Board meeting minutes
 - D. Treasurer's Report
 1. Update - ENC Account and cash flow.
 2. 2017 May Monthly Expenditure Reports (MER)
 3. Tentative 2017/2018 Budget

E. Sergeant-at-Arm's Report

1. Applications for open positions on the Encino Neighborhood Council
2. Roster - Ethics, Funding, Code of Conduct

4. New Business:

1. Motion: Approval of the following monthly expenditures for Fiscal year 2017/2018:

- 1. Partners in Diversity, temporary staffing, up to \$1,250**
- 2. Internet Spectrum, up to \$70**
- 3. Board Meeting Refreshments, various Encino restaurants, up to \$300 per month**
- 4. Constant Contact email outreach, up to \$60 per month**
- 5. The Web Corner, web maintenance, up to \$125 per month**
- 6. FaceBook advertising/outreach, up to \$75 per month**
- 7. Office Depot or similar, office supplies and copying services, up to \$200 per month**

5. Encino Community Plan - deadline for comment, inclusion of community input, future discussions.

6. General Board Meeting Agenda Review

7. Public Comments on Non-Agenda Items: Limited to TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Public is asked to fill out a speaker card and hand it to the Board's Secretary.

8. Adjournment by 8:30pm

Next Executive Committee meeting will be July 18th, 2017.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows:
glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino
Encino-Tarzana Branch Library, Encino Community Center

- www.encinonc.org
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Debra George, Board President, at [\(818\) 971-6996](tel:8189716996) or email via enc@socal.rr.com

PUBLIC ACCESS OF RECORDS – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [encinonc.org](http://www.encinonc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debra George, Board President, at [\(818\) 971-6996](tel:8189716996) or email via enc@socal.rr.com

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RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website www.encinonc.org

SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Ernie Moscoso, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico enc@socal.rr.com para avisar al Concejo Vecinal."